

AGENDA
PUBLIC WORKS COMMISSION
CITY OF CROSSLAKE
MONDAY, OCTOBER 2, 2023
4:00 P.M. – CITY HALL

1. Call to Order
2. Approval of September 5, 2023 Minutes (Motion)
3. Warren Stock of 13421 Island View Lane – Request for City to Take Over Maintenance of Island View Lane
4. Road Right-of-Way Vacation Request of 12582 Perkins Road Dylan Slinger (Motion)
5. Road Right-of-Way Vacation Request from Jeff and Bonnie Benson of 11622 Manhattan Point Blvd (Motion)
6. Updates from Phil Martin
7. Updates from Pat Wehner
8. Other Business That May Arise
9. Adjourn

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
TUESDAY, SEPTEMBER 5, 2023
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Tuesday, September 5, 2023 in City Hall. The following Commission Members were present: Tom Swenson, Bob Frey, Gordon Wagner, and Mic Tchida. Tim Berg was absent. Also in attendance were City Administrator Mike Lyonais, Council Liaison Dave Nevin, Council Member Marcia Seibert-Volz, City Engineer Phil Martin and City Clerk Char Nelson. There were six people in the audience.

1. The meeting was called to order at 4:00 P.M. by Tom Swenson.
2. A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY BOB FREY TO APPROVE THE MEETING MINUTES OF AUGUST 7, 2023. MOTION CARRIED WITH ALL AYES.
3. The Commission considered a right of way (ROW) vacation request from City Staff between 12886 and 12880 Manhattan Point Blvd. Pat Davern of 12886 Manhattan Point Blvd stated that there have been erosion and drainage problems since the neighbor black topped the ROW several years ago. Mr. Davern is opposed to the vacation of the ROW until the City corrects the problems. Dave Nevin asked if there were erosion problems before the asphalt was put in. Mr. Davern stated that there were no issues before then.

Mike Lyonais reported that this has been an ongoing battle between the neighbors for years and that staff has worked with the property owners every year to address the issues. Steve Thompson of 12880 Manhattan Point Blvd stated that after the City repaved Manhattan Point Blvd, his garage flooded and that is why they got permission from the Council to blacktop the ROW, to redirect the water flow. Mr. Thompson stated that he has not seen erosion issues. A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY MIC TCHIDA TO RECOMMEND THAT THE CITY COUNCIL DENY THE RIGHT OF WAY VACATION REQUEST BY CITY STAFF BETWEEN 12886 AND 12880 MANHATTAN POINT BLVD. MOTION FAILED 2-2 WITH SWENSON AND FREY OPPOSED.

A MOTION WAS MADE BY TOM SWENSON TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE RIGHT OF WAY VACATION REQUEST FROM STAFF BETWEEN 12886 AND 12880 MANHATTAN POINT BLVD CONTINGENT ON A UTILITY EASEMENT FOR THE POWER POLE. Motion died for lack of second.

4. The Commission reviewed a memo dated September 1, 2023 from Phil Martin regarding projects update.

As directed by the Commission at its last meeting, Phil Martin reported that he and Pat Wehner reviewed the stormwater erosion concern on the right of way (ROW) between 11797

and 11805 Whitefish Ave. They believe that a small “hump” can be constructed in the platted access and extended each way from the road as a vegetated berm to address stormwater originating along the access. The vegetated berm would require cooperation with property owners. The property owners have requested that the ROW be vacated.

Mic Tchida stated that the property owner should fix and pay for the issues himself. The property owners stated that the Commission does not understand. Mr. Evenson of 11805 Whitefish Ave stated that he is willing to fix and pay for issues even though it is not his land. Mic Tchida stated that he is not in favor of vacating any ROW because they belong to the public. Tom Swenson asked if staff could do the labor to reduce cost. A discussion ensued regarding types of resolutions and working with the property owner.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDON WAGNER TO RECOMMEND THAT THE CITY COUNCIL DENY THE RIGHT-OF-WAY VACATION REQUEST FROM JOHN & CAROLYN FORNEY AND BRIAN & CHERYL EVENSON BETWEEN 11805 AND 11797 WHITEFISH AVE. MOTION CARRIED WITH ALL AYES.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY BOB FREY TO RECOMMEND THAT THE CITY COUNCIL WORK WITH PROPERTY OWNERS OF 11805 AND 11797 WHITEFISH AVE TO CORRECT EROSION AND DRAINAGE ISSUES ON PUBLIC RIGHT-OF-WAY. MOTION CARRIED WITH ALL AYES.

The memo included information on CSAH 66 Improvements, 2022 Street Improvements and CSAH 3/66 Pedestrian & Intersection Improvements. Bob Frey asked about the height of the manhole covers on CSAH 66 and Phil Martin replied that the contractor said they cannot be raised any higher. Mr. Martin reported that a preliminary plat of the cemetery addition was included in the packet. Mr. Martin reported that no work has been done at 11722 Manhattan Point Blvd as staff is waiting for receipt of signed agreement from property owners.

Phil Martin handed out the 5-Year Road Plan and reported that he, Mike Lyonais, Tom Swenson and Pat Wehner reviewed the plan last week. The priority of the plan was to preserve pavement by using sealcoat, then follow up with mill and overlay in high traffic use areas. The target was to spend about \$1 million per year for 5 years. A lengthy discussion ensued regarding the roads in the plan, how they were rated and how the City would pay for the plan. A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY BOB FREY SUPPORTING THE 5-YEAR ROAD IMPROVEMENT PLAN DATED JULY 2023 AND RECOMMENDING THAT THE CITY COUNCIL HOLD A PUBLIC HEARING PRIOR TO ADOPTING THE 5-YEAR ROAD PLAN SO THAT BONDS COULD BE ISSUED FOR ROAD MAINTENANCE. MOTION CARRIED WITH ALL AYES.

5. Char Nelson provided an update on Phase 2 sewer connections, stating that there were four property owners that have yet to connect to the municipal sewer system and have a deadline of 9/15/23 for hooking up. The Commission suggested sending letters to the property owners and that user fees be charged as penalties. Char Nelson will bring this forward to the Council.

6. Patty Norgaard of 37104 Bunkhouse Road stated that if the ROW on Whitefish Ave is worth keeping, the City should pay to fix the erosion problems. Mic Tchida stated that the property owners created the problems.
7. A MOTION WAS MADE BY BOB FREY AND SECONDED BY GORDON WAGNER TO ADJOURN THE MEETING AT 5:43 P.M. AYES: ALL.

Charlene Nelson
City Clerk

cityclerk@crosslake.net

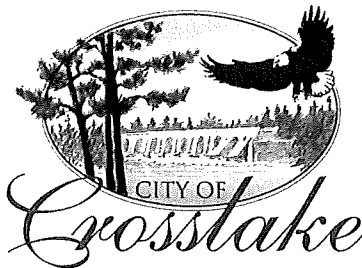
From: Warren Stock <wstock@centralroofing.com>
Sent: Thursday, September 14, 2023 2:51 PM
To: City of Crosslake
Subject: Isladview lane

To have island view lane to changed from public street to city street.

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

City Hall: 218-692-2688
Planning & Zoning: 218-692-2689
Fax: 218-692-2687

13888 Daggett Bay Rd
Crosslake, Minnesota 56442
www.cityofcrosslake.org



Road Right-of-Way (ROW) Vacation Application

Property Owner(s) Dylan Slings Phone Number 612-280-7888

Property Address ~~260W 26th ST APT 7U~~ 12582 PERKINS ROAD

Mailing Address 210 W 26th ST APT 7U NEW YORK NW 10001

Email Dylan.Slings@Gmail.com

Parcel Number(s) 14300550 (ADJACENT TO PERKINS ROAD)

Do you own land adjacent to the right of way? Yes No

Authorized Agent Terry Slings

Agent Address 8122 PENNSYLVANIA RD. BLOOMINGTON MN 55438

Agent Phone Number 612-599-5725

Signature of Property Owner(s) Dylan Slings Date 7-19-23

Signature of Authorized Agent Terry Slings Date 7-20-23

- \$1,000 Application Fee Payable to "City of Crosslake"
- All applications must be accompanied by a signed Certificate of Survey
- No decisions will be made on an applicant's request at the Commission meeting(s).
Approval or denial of applications is determined by the City Council at a public hearing as per MN Statute 462 and the City Code, Chapter 42

City Dec 11 7:00

For Office Use:
Application accepted by Crachelson Date 9-11-23

Date of Approval: _____	Denial: _____	by PW Commission <u>Oct 2 4:00</u>
Date of Approval: _____	Denial: _____	by Park Commission
Date of Approval: _____	Denial: _____	by City Attorney
Date of Approval: _____	Denial: _____	by DNR (60 days to review)

BREEN & PERSON 
Attorneys At Law

September 20, 2023

Neighbors of Perkins Road

RE: Vacation

To Whom It May Concern:

I represent the City of Crosslake regarding the vacation of part of Perkins Road as dedicated on the plat of Urban's Point and Village Road as dedicated on the plat of Crosslake Estates.

I have enclosed a Certificate of Survey and plat for your reference. Also enclosed are the Notice of Public Hearing and proposed Resolution Vacating Property from the City of Crosslake.

The matter will be heard on the following dates and times:

Public Works Commission will meet on Monday, October 2, 2023, at 4:00 P.M.
at Crosslake City Hall

Public Hearing is scheduled for Monday, December 11, 2023, at 7:00 P.M. at
Crosslake City Hall

Please feel free to contact me if you have any questions or concerns.

Yours truly,



J. Brad Person

brad@breenandperson.com

direct: 218-454-2155

Brainerd Office

JBP/sjne
Enclosures

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that by order of the City Council, the City of Crosslake, Minnesota, will hold a Public Works Commission meeting at the Crosslake City Hall, Crosslake, Minnesota, on **October 2, 2023 at 4:00 pm**; and a public hearing at the Crosslake City Hall, Crosslake, Minnesota, on **December 11, 2023, at 7:00 P.M.** to consider whether or not it is in the public interest to vacate the following:

Those parts of Perkins Road, as dedicated on the plat of Urban's Point, and Village Road, as dedicated on the plat of Crosslake Estates, described as follows: beginning at the northeast corner of Lot 1, Block 1, plat of Perkins Road, thence South 23 degrees 29 minutes 34 seconds East, assumed bearing, along the east line of said Lot 1 35.91 feet to the southeast corner of said Lot 1; thence North 68 degrees 24 minutes 00 seconds East 5.63 feet; thence easterly 141.67 feet along a tangential curve concave to the southeast, having a radius of 933.00 feet and a central angle of 8 degrees 41 minutes 59 seconds, to the southeasterly extension of the east line of Lot 36, Urban's Point; thence North 41 degrees 10 minutes 48 seconds West along said southeasterly extension 29.91 feet to the southeast corner of said Lot 36; thence South 89 degrees 44 minutes 13 seconds West along the south line of said Lot 36 194.34 feet to the southwest corner of said Lot 36; thence South 23 degrees 29 minutes 34 seconds East 35.91 feet to the point of beginning.

Dated at Crosslake, Minnesota, this September 20, 2023.

CITY OF CROSSLAKE, MINNESOTA

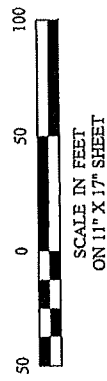
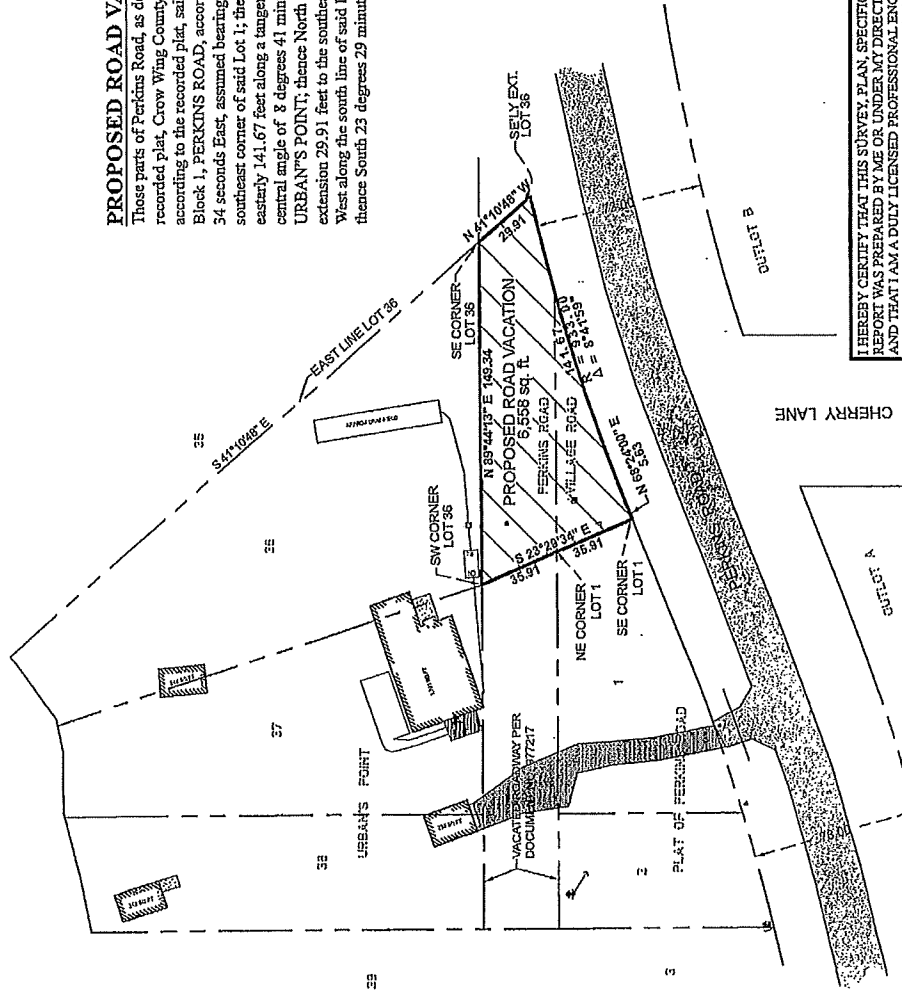
By: /s Charlene Nelson
City Clerk

CERTIFICATE OF SURVEY

PROPOSED ROAD VACATION
PERKINS ROAD
CROSSLAKE, MINNESOTA

PROPOSED ROAD VACATION DESCRIPTION:

Those parts of Perkins Road, as dedicated as an unnamed road in URBAN'S POINT, according to the recorded plat, Crow Wing County, Minnesota, and Village Road, as dedicated in CROSSLAKE ESTATES, according to the recorded plat, said county, described as follows: Beginning at the northeast corner of Lot 1, Block 1, PERKINS ROAD, according to the recorded plat, said county, thence South 23 degrees 29 minutes 34 seconds East, assumed bearing, along the east line of said Lot 1 for a distance of 35.91 feet to the southeast corner of said Lot 1; thence North 68 degrees 24 minutes 00 seconds East 5.63 feet; thence easterly 141.67 feet along a tangential curve concave to the southeast, having a radius of 933.00 feet and a central angle of 8 degrees 41 minutes 59 seconds, to the southeasterly extension of the east line of Lot 36, URBAN'S POINT; thence North 41 degrees 10 minutes 48 seconds West along said southeasterly extension 29.91 feet to the southeast corner of said Lot 36; thence South 89 degrees 44 minutes 13 seconds West along the south line of said Lot 36 for a distance of 149.34 feet to the southwest corner of said Lot 36; thence South 23 degrees 29 minutes 34 seconds East 35.91 feet to the point of beginning.



Project Number: 22256
Date: 9-11-2023

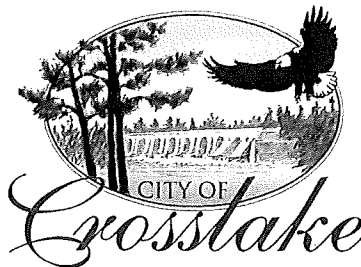
30206 Rasmussen Road
Suite 1
P. O. Box 874
Pequot Lakes, MN 56472
218-568-4940
www.stonemarksurvey.com

I HEREBY CERTIFY THAT THIS SURVEY PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER OR LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Patrick A. Trotter
PATRICK A. TROTTER, PLS#1002
DATE 9-11-2023 LIC. NO. 41002

City Hall: 218-692-2688
Planning & Zoning: 218-692-2689
Fax: 218-692-2687

13888 Daggett Bay Rd
Crosslake, Minnesota 56442
www.cityofcrosslake.org



Road Right-of-Way (ROW) Vacation Application

Property Owner(s) Jeff & Bonnie Benson Phone Number 612-598-1852
Property Address 11622 Manhattan Point Blvd, Crosslake, MN 56442
Mailing Address 11622 Manhattan Point Blvd, Crosslake, MN 56442
Email benson@crosslake.net
Parcel Number(s) 14010573

Do you own land adjacent to the right of way? Yes No

Authorized Agent _____

Agent Address _____

Agent Phone Number _____

Signature of Property Owner(s) Jeffrey Benson Bonnie J Benson Date 9/11/2023

Signature of Authorized Agent _____ Date _____

- \$1,000 Application Fee Payable to "City of Crosslake"
- All applications must be accompanied by a signed Certificate of Survey
- No decisions will be made on an applicant's request at the Commission meeting(s).
Approval or denial of applications is determined by the City Council at a public hearing as per MN Statute 462 and the City Code, Chapter 42

For Office Use:
Application accepted by Aren Deuelson Date 9-11-23

Date of Approval: _____	Denial: _____	Public Works Oct 2
Date of Approval: _____	Denial: _____	
Date of Approval: _____	Denial: _____	
Date of Approval: _____	Denial: _____	
		Park Oct 25
		Council Dec 11

BREEN & PERSON LLP

Attorneys At Law

September 20, 2023

Neighbors of Crescent Beach

RE: Vacation

To Whom It May Concern:

I represent the City of Crosslake regarding the vacation of Crescent Beach as dedicated on the plat Manhattan Beach Second Addition.

I have enclosed a Certificate of Survey and plat for your reference. Also enclosed are the Notice of Public Hearing and proposed Resolution Vacating Property from the City of Crosslake.

The matter will be heard on the following dates and times:

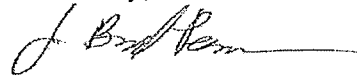
Public Works Commission will meet on Monday, October 2, 2023, at 4:00 P.M. at Crosslake City Hall

Park and Recreation Commission will meet on Wednesday, October 25, 2023, at 2:00 P.M. at the Crosslake Community Center.

Public Hearing is scheduled for Monday, December 11, 2023, at 7:00 P.M. at Crosslake City Hall

Please feel free to contact me if you have any questions or concerns.

Yours truly,



J. Brad Person

brad@breenandperson.com

direct: 218-454-2155

Brainerd Office

JBP/sjne
Enclosures

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that by order of the City Council, the City of Crosslake, Minnesota, will hold a Public Works Commission meeting at the Crosslake City Hall, Crosslake, Minnesota, on **October 2, 2023 at 4:00 pm**; a Park and Recreation Commission meeting at the Crosslake Community Center on Wednesday, **October 24, 2023 at 2:00 P.M.** and a public hearing at the Crosslake City Hall, Crosslake, Minnesota, on **December 11, 2023, at 7:00 P.M.** to consider whether or not it is in the public interest to vacate the following:

Crescent Beach, as dedicated on the plat of Manhattan Beach Second Addition.

Dated at Crosslake, Minnesota, this September 20, 2023.

CITY OF CROSSLAKE, MINNESOTA

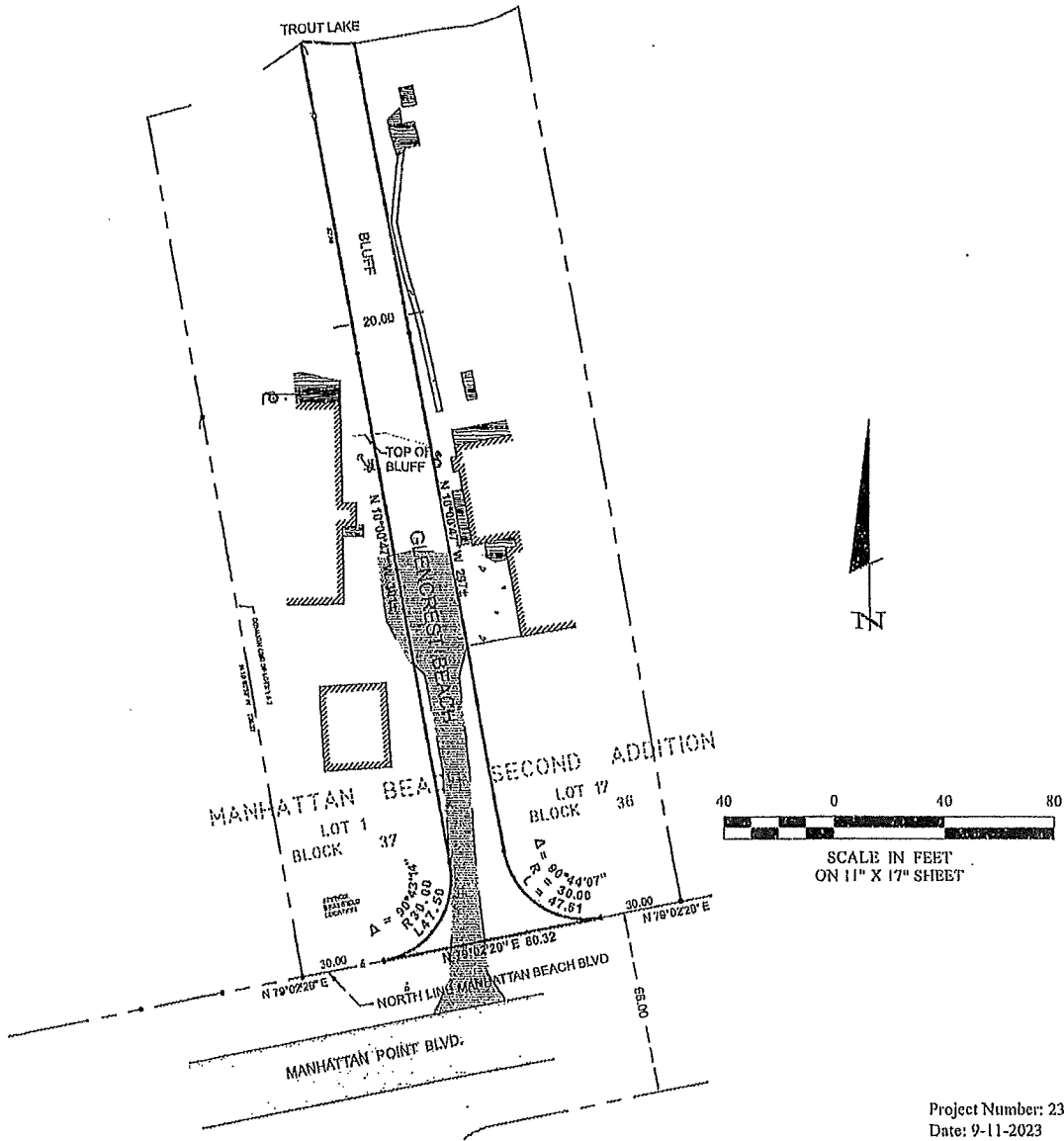
By: /s Charlene Nelson
City Clerk

CERTIFICATE OF SURVEY

PROPOSED ROAD VACTION
GLENCREST BEACH, MANHATTAN BEACH SECOND ADDITION
CROSSLAKE, MN

PROPOSED ROAD VACATION DESCRIPTION:

All of Glencrest Beach, as dedicated in MANHATTAN BEACH SECOND ADDITION, according to the recorded plat, Crow Wing County, Minnesota.



Project Number: 23225
Date: 9-11-2023

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER OR LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA

Patrick A. Trotter
 PATRICK A. TROTTER, PLS41002
 DATE: 9-11-2023 LIC. NO. 41002



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